King, Valerie A.

From: Hirnikel, Daniel J.
Sent: Monday, December 17, 2001 8:50 AM
To: King, Valerie A.
Cc: Walk, Roger A.; Lau, Raymond W.; Lipowicz, Peter J.
Subject: ASHRAE poster

Valerie,

Please make the following changes to the ASHRAE poster for me.

1) In the title block, delete Associate Principal Scientist from behind my name. Also delete similar titles from Peter's and Raymond's names. These extra titles cause the title block to be too busy.

2) I wish to have the slides rearranged into the following order onto the poster:

1st Column	2nd Column	3rd Column	4th Column	5th column
slide # 2	slide # 5	slide # 6	slide # 7	~~blank~~
slide # 3	slide # 8	slide # 9	slide # 10	slide # 11
slide # 4	slide # 12	slide # 13	slide # 14	slide # 15
slide # 20	slide # 16	slide # 17	slide # 18	slide # 19

OK per RW 12-18-01

3) After the slides are placed in proper order, please delete the slide number in the footer.

4) After printing it, please review it such that none of the actual content or color has changed and then deliver it to Roger for his final approval.

Thanks.

Best Regards,

Daniel J. Hirnikel, P.E.
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